



APPLICATION FORM A (for Official Use)

Ref:	
Date Received:	
Application no:	
Approved:	Not Approved:
Date of Permit:	
Permit No:	

APPLICATION IN TERMS OF SECTION 37(1)(a) OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018,) FOR A PERMIT TO DEMOLISH, ALTER OR ADD TO A STRUCTURE WHICH IS, OR WHICH MAY REASONABLY BE EXPECTED TO BE OLDER THAN 60 YEARS

THE ONUS IS ON THE APPLICANT TO ENSURE THAT THE CURRENT APPLICATION FORM IS USED. APPLICATIONS ON NON-COMPLIANT FORMS WILL NOT BE PROCESSED
Application Form H must be used for alteration to structures permanently protected in terms of Sections 42-46 (Heritage Landmarks). Form H(a) must be used for applications for alterations to memorials/statues. If work has commenced/been completed without a permit, Form I must be used.

NB: IT IS AN OFFENCE IN TERMS OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018) TO MAKE FALSE STATEMENTS OR FAIL TO PROVIDE REQUIRED INFORMATION IN THIS APPLICATION (see guidelines before completing this form)

ALL APPLICATION FORMS, REQUIRED SUPPORTING DOCUMENTATION (as per attached guidelines), AND PROOF OF PAYMENT must be delivered to: KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE, via email to beadmin@amafapmb.co.za (hard copy applications cannot be accepted during the COVID-19 pandemic)

A. DECLARATION BY OWNER (The owner of the property must fill in these details and those in Section E: 3 and sign this document and any plans or other documents submitted in support of this application)

I, SULEMAN JEEWA (full names of owner/person authorized to sign)

undertake strictly to observe the terms, conditions, restrictions, by-laws and directions under which the KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE may issue the permit to me.

Signature

Place DURBAN Date 29th OCTOBER 2023

B. PROPERTY DESCRIPTION (provide all cadastral information pertaining to the site):

Name of property:		Title Deed No.: T000023058/2015
Erf/Lot/Farm No: PORTION 9 OF ERF 768 DURBAN	Size: 520sqm	GPS Co-ordinates:
Street Address 702 STEPHEN DLAMINI ROAD (ESSENWOOD)		Suburb MORNINGSIDE
Town/Local Municipality: eTHEKWINI MUNICIPALITY		District Municipality: CENTRAL
Current zoning: GENERAL RESIDENTIAL 1		Present use: DWELLING

C. SIGNIFICANCE:

1. Original date of construction/plan approval: 1925 -1943
2. Historical Significance: PLANS WERE APPROVED IN 1925 BUT ORIGINAL DEED OF TRANSFER REFERS TO T6075/1943
Modifications were done to the house in 1988 which included an extension of the bedroom upstairs
References

3. Architectural Significance: THE STYLE OF THE HOUSE APPEARS TO BE MORE OF A VICTORIAN STYLE OF ARCHITECTURE WITH SOME ART DECOR FEATURES ON THE EAST FACING FACADE BEING DECORATIVE MOULDED PLASTER TRIMMINGS.
ABOVE THE DOORS AND WINDOWS WITH INLAID ROWS OF SMALL TUSCAN COLUMNS ABOVE THE GROUND STOREY WINDOWS WHICH MIMIC THE 2 TUSCAN COLUMNS ABOVE ON THE FIRST FLOOR VERANDAH.ALL WINDOWS AND DOORS ARE COTTAGE PAYNE WITH 2 BAY WINDOWS UPSTAIRS.THE ROOF IS A STEEPLY PITCHED HIP ROOF WITH RED CLAY TILES. THERE ARE TWO CHIMNEYS WHICH PROTRUDE THROUGH THE ROOF FROM THE ORIGINAL DINING ROOM AND LOUNGE.THE CEILINGS ARE ALL 3M'S HIGH THE FLOORS OREGAN PINE. THE HOUSE IS BUILT IN THE CENTRE OF THE PROPERTY WITH A FRONT AND BACK GARDEN WHICH WAS MORE IN KEEPING WITH TRENDS
References :PLAN FROM 1925 IN THE EARLY 20th CENTURY.

4. Urban Setting & Adjoining Properties:
THE NORTH SECTION OF STEPHEN DLAMINI ROAD WHERE THE HOUSE IS SITUATED IS PREDOMINATLY RESIDENTIAL AND A MIXTURE OF EARLY 20th CENTURY ARCHITECTURE AND ULTRA MODERN STYLES WITH FLAT CONCRETE ROOFS RECESSED WINDOWS AND SQUARE BOXED VERANDAHS WITH GLASS BALUSTRADES MAINLY ON THE OPPOSITE SIDE OF THE ROAD. THE HOUSE IS A CORNER SITE WITH THE MAIN ACCESS OFF THE GARAGE AT THE TOP THE HOUSE IS SET BELOW ROAD LEVEL AND ONLY THE GARAGE IS VISIBLE FROM STEPHEN DLAMINI ROAD. THE PEDESTRSIN ACCES OF SPRINGFIELD CRESCENT IS NOT USED
THE HOUSE ON THE OPPOSITE SIDE OF SPRINGFIELD CRESCENT IS OF A SIMILAR STYLE WITH A RED CLAY HIPPED ROOF
References AND COTTAGE PAYNE WINDOWS AS IS THE HOUSE DIRECTLY NEXT DOOR .THERE ARE ALSO BLOCKS OF OLD FACEBRICK FLATS FURTHER DOWN THE ROAD AND NEW MODERN ONES BEING BUILT ACCROSS THE ROAD.

D. PROPOSED WORK

1. Purpose of Application (Indicate the reason by marking the relevant box)

DEMOLITION				
CONDITION		HEALTH REASONS		OTHER
ALTERATION				
CONDITION	X	HEALTH REASONS		OTHER
ADDITION				

CONDITION	X	HEALTH REASONS		OTHER	
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2. Motivation for proposed work (Summarise below and expand on a separate sheet if necessary)

THE HOUSE IS NO LONGER SUITABLE FOR THE MODERN LIFESTYLE AND NEEDS OF A YOUNG FAMILY WHO ACQUIRED THE
HOUSE IN 2015 AND HAS SINCE GROWN TO 6 FAMILY MEMBERS THE OWNERS LOVE THE HOUSE AND POSITION & WISH TO KEEP IT
BUT MAKE IT MORE SUITABLE FOR THEIR NEEDS. THERE IS NO PARKING ON THE PROPERTY AND THE DOUBLE GARAGE AT THE TOP
IS ALSO USED AS A STOREROOM AND CAN ONLY ACCOMMODATE 1 VEHICLE THERE IS PARKING FOR 2 VEHICLES IN FRONT OF THE GARAGE
BUT NO OFF STREET PARKING IN SPRINGFIELD CRESCENT. THE NEW DESIGN WILL SOLVE THIS PROBLEM BY CREATING A NEW
ACCESS OFF THE LOWER LEVEL WITH 5 NEW PARKINGS. THE CURRENT BEDROOMS ARE TOO SMALL FOR THE FAMILY WITH ONLY
3 BEDROOMS UPSTAIRS . THE DOWNSTAIRS EXISTING ENTRANCE HALL ON THE EAST SIDE IS NOW USED AS A SMALL LOUNGE
WHICH IS TOO SMALL AND THE ODD SHAPE ONLY FITS ONE COUCH . THE KITCHEN BEING TOO SMALL HAS BEEN PUSHED INTO THE
ORIGINAL LOUNGE AREA ALTHOUGH ONLY FREE STANDING CUPBOARDS AND A WORK TABLE ARE IN THE AREA THE LADY OF THE
HOUSE IS A BAKER AND NEEDS A MUCH LARGER KITCHEN. THE HOUSE AS IT IS IS DISJOINTED WITH NO OPEN PLAN FLOW AS IS
THE REQUIREMENT OF MODERN LIVING . THE NEW DESIGN WILL ACCOMPLISH THIS AND GIVE THE FAMILY THE COMFORT AND
FUNCTIONALITY THEY NEED FOR EVERYDAY LIVING. THE WOOD IN THE HOUSE NEEDS TO BE REPLACED DUE TO BORER.

3. Detail the alterations/additions/restorations proposed (Briefly outline the proposal)

THE FOOTPRINT AND EXTERNAL WALLS OF THE EXISTING HOUSE WILL BE RETAINED AS WELL AS THE 2 FIREPLACES THE ADDITIONS
AND ALTERATIONS WILL BE IN KEEPING WITH THE ORIGINAL STYLE INCLUDING THE WINDOWS .THE MAIDS ROOM WILL BE LOWERED TO THE
FLOOR LEVEL OF THE HOUSE AND INCORPORATED INTO THE HOUSE TO CREATE A LAUNDRY THE AREA BETWEEN WILL BE COVERED AND
AND BECOME PART OF THE HOUSE AS A SCULLERY.THE STAIRWELL WILL BE RELOCATED TO THE FRONT OF THE HOUSE AS A
FEATURE OFF THE MAIN ENTRANCE WHICH WILL BE A SUSPENDED WALWAY NEXT TO THE GARAGE. THE UPSTAIRS TIMBER FLOOR
WILL BE REPLACED WITH A BLOCK AND BEAM CONCRETE SLAB AND A STUDY WILL BE INCORPORATED OVER THE LAUNDRY.
4 LARGE BEDROOMS 2 WITH ENSUITES WILL BE BUILT UPSTAIRS AND A NEW WING ADDED ABOVE THE PROPOSED CARPORT BELOW
DOWNSTAIRS THE DINING ROOM WILL BECOME THE NEW GUEST SUITE AND WILL BE PUSHED OUT TO THE EDGE OF THE EX.
TERRACE. THE CIRCULAR TERRACE WHICH WAS PREVIOUSLY THE MAIN PERDETRAIN ACCESS TO THE HALL WAY WILL BE
SQUARED OFF TO CREATE A LARGE FUNCTIONAL LIVING ROOM OPENING ONTO A COVERED VERANDAH SHARED WITH THE GUEST
ROOM AND ALSO BEING THE ACCESS FROM THE MAIN PARKING AREA BELOW. THE KITCHEN WILL BE PUSHED INTO THE OLD STAIRWELL
CREATING A LARGE AND FUNCTION OPEN PLAN KITCHEN AND DINING AREA WITH A SCULLERY AND LAUNDRY LEADING OFF IT.

THE VOID UNDER THE GARAGE WILL BECOME THE MAIDS QUARTERS.


E. CONTACT DETAILS

1. CONTRACTOR (the person who will do the work)

NAME	TO GO TO TENDER ON PLAN APPROVAL
POSTAL ADDRESS	
	POST CODE

TEL	FAX/EMAIL
CELL	QUALIFICATIONS
REGISTRATION OF INDUSTRY REGULATORY BODY:	

2. ARCHITECT/ARCHITECTURAL TECHNOLOGIST/DESIGNER

NAME MARIAN BLACK	
POSTAL ADDRESS 27 LADY BRUCE PLACE MORNINGSIDE	
	POST CODE 4001
TEL 031-2089382	FAX/EMAIL marianblack1960@gmail.com
CELL 0824433278	SACAP REG. NO. T0076
Author's Drawing Nos. 3008/23W	
In making this application on behalf of the applicant, I declare that I have provided the correct information to the best of my knowledge and I undertake to ensure that the applicant is made aware of all conditions under which a permit may be issued.	
SIGNATURE 	DATE 29th September 2023

3. OWNER OF PROPERTY (Owner or delegated person to sign on the front of this form)

NAME SULEMAN JEEWA	
POSTAL ADDRESS 702 STEPHEN DLAMINI ROAD (ESSENWOOD)	
	POST CODE 4001
TEL 083 884 7628	FAX/EMAIL sol@smoochholdings.co.za

4. DELEGATED AUTHORITY (The name of the person authorized to act on behalf of a company or institution – Power or Attorney/proof of authorization to be attached)

NAME	
TEL	FAX/EMAIL

F. SUBMISSION FEE: R800.00 (subject to annual increment on the 1 April)

The submission fee is payable to the KwaZulu-Natal Amafa And Research Institute by bank deposit/internet banking (EFT) and proof of payment must be submitted with the application.

ACCOUNT DETAILS:

ABSA BANK: Branch: ULUNDI Bank Code: 630330
 Account in the name of **the KZN Amafa and Research Institute**
Account No. 40-5935-6024
 USE STREET ADDRESS/FARM NAME AS REFERENCE

G. PUBLIC PARTICIPATION: (Contact details of Interested and Affected Parties Consulted - written opinion to be attached to form and drawings to be signed by I & A P. See Guidelines)

Name NOT APPLICABLE

Telephone _____ Fax/Email _____

H. CHECKLIST OF SUPPORTING DOCUMENTATION (*ref to guidelines) YES NO

APPLICATION FORM (COMPLETED & SIGNED BY OWNER & PLANS AUTHOR)	X	
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MOTIVATION	X	
PHOTOGRAPHS*	X	
ORIGINAL DRAWINGS	X	
PLANS (X2 SETS when in hard copy) - NUMBERED AND COLOURED *	X	
PROOF OF PROFESSIONAL ACCREDITATION & LETTER OF APPOINTMENT		X
PROOF OF PUBLIC PARTICIPATION*		X
PAYMENT/PROOF OF PAYMENT (<u>use street address as reference</u>)	X	



KWAZULU-NATAL
AMAFA
 & RESEARCH INSTITUTE

KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE

THE KZN PROVINCIAL HERITAGE RESOURCES AUTHORITY
(accredited in terms of the National Heritage Resources Act)

GUIDELINES FOR THE PREPARATION OF APPLICATIONS IN TERMS OF SECTION 37(1)(a) OF THE KWAZULU-NATAL AMAFA AND RESEARCH INSTITUTE ACT (5/2018,) FOR PERMITS TO DEMOLISH, ALTER OR ADD TO A STRUCTURE WHICH IS, OR WHICH MAY REASONABLY BE EXPECTED TO BE OLDER THAN 60 YEARS

Please detach from the form before submission

APPLICATION FORMS

All applications must be made on the relevant official application form and must be accompanied by the relevant supporting documentation.

Form H must be used for buildings that are proclaimed Heritage Landmarks (previously National Monuments) and buildings listed in the Heritage Register.

Form I must be used for approval of work undertaken on a building over 60 years of age at the time the work was started/completed prior to approval, irrespective of who undertook the work.

- A. DECLARATION:** The owner/or the official representative of a trust/company that owns the property must sign the form and any accompanying documentation and must consent to submissions by a third party/agent (letter of appointment/power of attorney to be submitted).
- B. PROPERTY:** Include the name of the property only where applicable: e.g. Government House. The street address is the key information and is used as a tracking device in the filing system. Where several street numbers apply to the site, include all the numbers. (provide all cadastral information)
- C. SIGNIFICANCE:** All structures over 60 years of age are protected.
1. The original date of construction is significant to the evaluation of the conservation worthiness of the building.
 2. **HISTORICAL REPORT:** a brief history of the occupation of the site and phases of construction, as well as an assessment of historical significance is necessary. Do not assume that there is no significance – proof of such a statement must be provided.
 3. **ARCHITECTURAL REPORT:** An assessment of the condition of the building should be given. Provide an analysis of the styles and phases of construction of the building, including alterations and additions and a statement of its architectural significance.
 4. **URBAN SETTING & ADJOINING PROPERTIES:** It is important to describe the urban context in which the building is situated (supported by photographs of the surrounding buildings).
- D. PROPOSED WORK:** Motivate for the proposed work – give reasons and design considerations behind the proposal. Details all the work to be carried out – do not refer to the plans.
- E. CONTACT DETAILS:** the contractor's details can be left out if unknown. All other fields must be completed. **The architect must complete all fields and sign on the appropriate box. THE OWNERS MUST SIGN THE APPLICATION FORMS!! PERMITS ARE NOT TRANSFERABLE**
- G. *Public Participation:** the applicant will be notified of the level of public participation required and will have to bear the costs thereof. Neighbours, Ward Councillors, and Heritage Societies should be consulted in the case of demolition & development applications. Owners & residents of properties within 100m must be consulted for demolition applications. All documentation submitted is retained for record purposes and interested and affected parties may apply to view the documentation.
- F. A SUBMISSION FEE** – a processing fee determined by the Council of the Institute in terms of Section 24(1)(e)(i) is payable on submission of all applications. The application will not be registered as submitted if the proof of payment is not attached.

SUPPORTING DOCUMENTATION:

Only SACAP accredited professionals registered with the Institute may author drawings submitted in support of this application. Permits may require their overseeing the work. **N B:** All hard copy documentation must be folded to A4 size, with plans showing the title block containing all details of the

owner, architect/technologist/designer, SACAP registration no., drawing nos. (with all revisions indicated), date of drawings and signatures of the owners and the author.

Demolition applications must be supported by photographs - including internal views - and a set of concept drawings, including elevations, for the replacement building/s. The existing structures must be shown in dotted lines on the site plan with the new structures superimposed thereon.

1. *PHOTOGRAPHS OF EXISTING STRUCTURE/S AND CONTEXT:

Submit annotated/captioned photographs that clearly illustrate the features of the structures to be altered/demolished. Also submit photographs showing all the elevations/sides and the structure in its context (streetscape and surrounding buildings – adjacent and across the road, aerial view, etc.). Submit in jpeg. If incorporated into a document or report, photographs must be post card size.

2. PLANS:

~~*Hard copy submission: two copies of the plans, coloured in accordance with the instructions below, must be submitted. One copy will be stamped and sent back to the architect/technologist/designer to submit to the Municipality. Plans should not be smaller than A3 size (210 x 297 mm) and should not be larger than A0 size (841 x 1 189 mm).~~ Electronic submissions: submit one copy and an A4 print will be returned with the permit/approval. Colour plans as follows:

MATERIALS	COLOUR
all existing	grey
demolition	dotted lines
new masonry	red
new concrete	green
new iron or steel	blue
new painting & plastering	yellow
new wood	brown
other	clearly indicated, using colours other than as above

2.1. SITE PLAN

The site plan must be drawn in accordance with the approved surveyor's diagram of the site and must show: scale; the north point; the erf/property/farm number of the site; the location of the site and any structures on it in relation to surrounding roads, buildings and other features; existing buildings, structures, and pools on the site (coloured grey or uncoloured); proposed work (coloured red) and buildings or portions of buildings proposed for demolition (in dotted lines). An aerial view obtainable from "Google Earth" or the municipality is also very useful.

2.2. FLOOR PLANS, ELEVATIONS AND SECTIONS

Sufficient plans, elevations and sections must be submitted to show the proposed work clearly. These drawings should be at 1:100, 1:50 or 1:20 scale, and must be fully dimensioned. The position of section lines must be indicated on the plan. The elevations should accurately reflect the effect of the proposal on the structure and its relationship to adjacent buildings.

All new materials, including finishes, must be specified. Drawings should be coloured as follows:

2.3. SCALE PLAN OF EXISTING STRUCTURE(S)

If it is impossible to distinguish the existing layout from the original plans submitted, a measured floor plan of the structure as it exists is required. It must be at the same scale and orientation as the plans of the proposed work to facilitate comparison.

2.4. DOOR AND WINDOW SCHEDULES AND DETAILS

Proposals for changing or replacing doors or windows must include sufficient information about their size, proportion and detail. This may be in the form of manufacturer's information (for stock windows and doors) or joinery details (for specials).

3. ORIGINAL/PREVIOUS DRAWINGS: submit if available.

SUBMISSION OF APPLICATIONS: Application forms can be downloaded from www.heritagekzn.co.za – look under the "Permits" tab - download forms – Form A. ~~Hard copy applications must be addressed to: The Head – Built Environment Section (not to an official's name), Kwazulu Natal Amafa And Research Institute, either delivered to 195 Langalibalele Street, Pietermaritzburg, 3201 or posted to BOX 2685, Pietermaritzburg, 3200.~~ Electronic submissions can be made via email to beadmin@amafapmb.co.za or uploaded to the Sahr's system operated SAHRA at www.sahra.org.za (confirm upload to beadmin@amafapmb.co.za)

PROCESSING OF APPLICATIONS: applications are processed in the order in which they are received, except during the December/January holiday break. Minor work applications will be fast tracked if submitted by 12:00 on a Thursday. Allow 90 days for processing of complex applications as these may be submitted to external

reviewers. Lobbying of external reviewers will disqualify the application and the matter will be reported to the SACAP and the SAIA-KZN, the SAIBD, or SAIAT. Written responses to applications will be forwarded to applicants by email. Telephonic or e-mails enquiries will not be responded to.

***PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Allow 90 days from the receipt of all required documentation**



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